

Qld Sub Districts Cricket Association Inc

DOING THE ONLINE CHILD PROTECTION COURSE

For umpires, committee members and association appointed officers.

NEW VERSION DRAFT 29-Aug-2022 ABM

Assumes Windows (or Windows like computer operating system) and working internet connection/browser software.

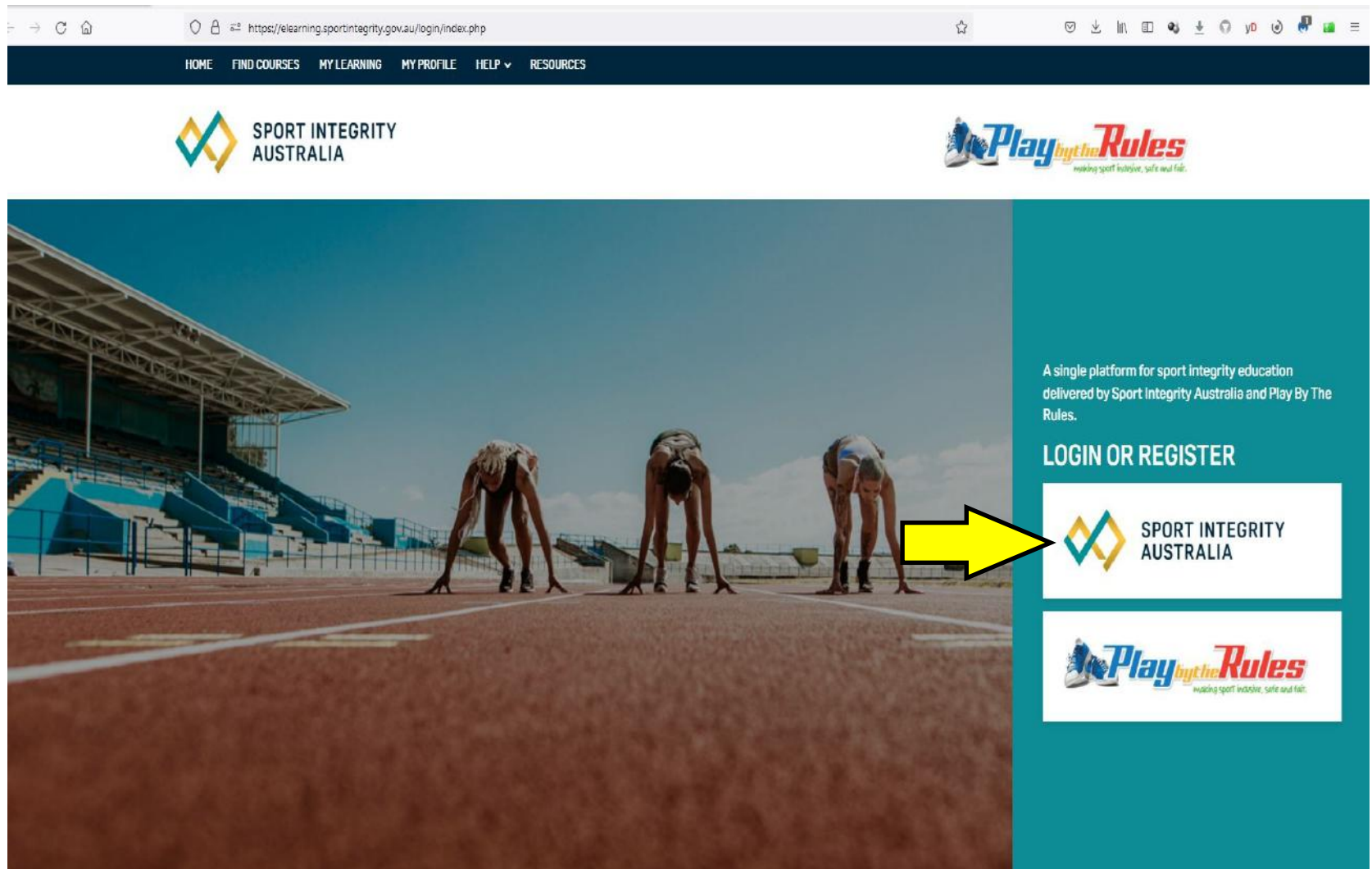
PLAY BY THE RULES has moved to SPORTS INTEGRITY AUSTRALIA

Step 1

Go to the website.

<https://elearning.sportintegrity.gov.au/login/index.php>

Click a logo for next step.



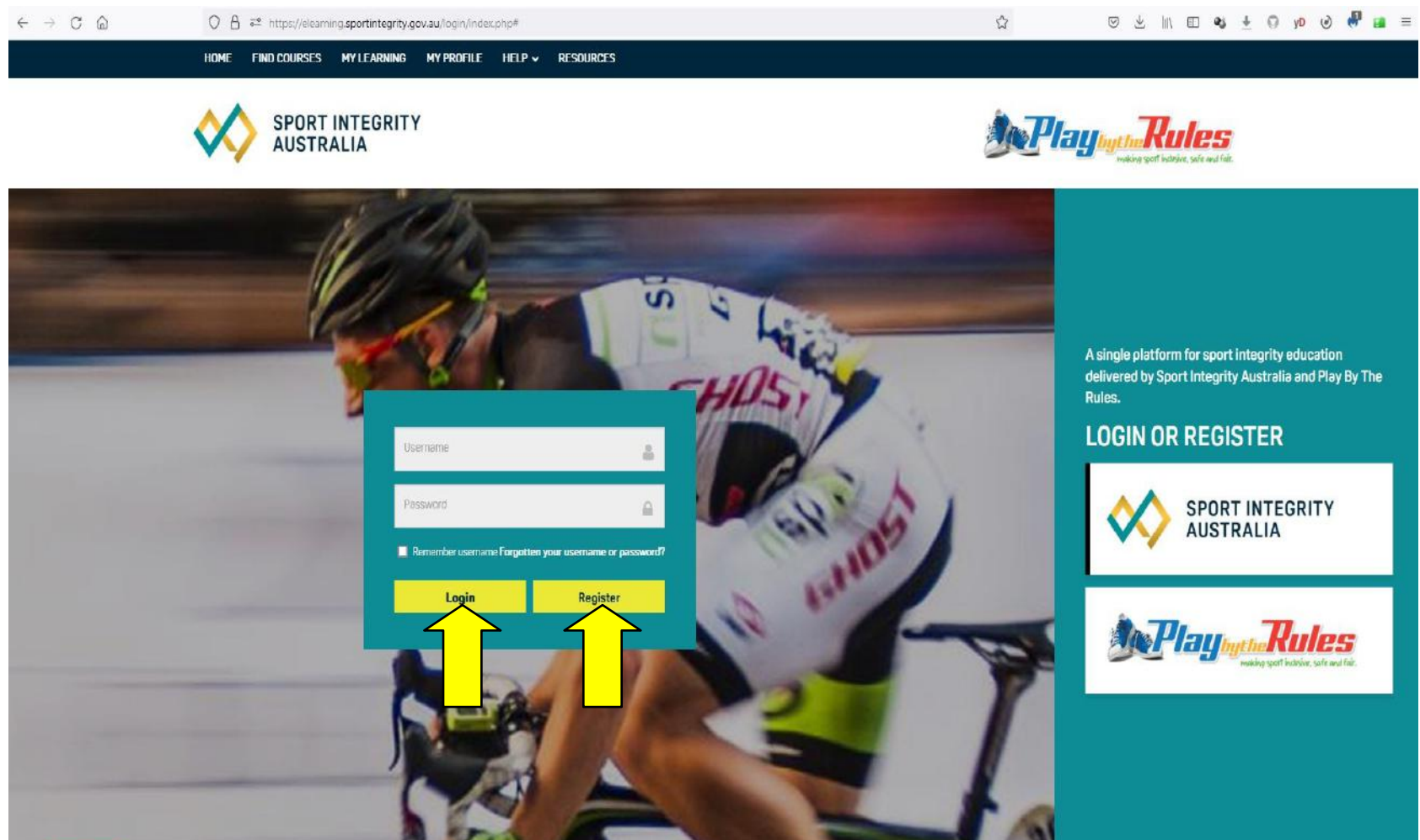
DOING THE ONLINE CHILD PROTECTION COURSE

Step 2

Go to the registration / login page.

New users should click **“Register”**.

Returning users can click **“Login”** and go to **Step 7**



The screenshot shows a web browser window with the URL <https://elearning.sportintegrity.gov.au/login/index.php#>. The page features the Sport Integrity Australia logo and the Play by the Rules logo. A login form is overlaid on the page, containing fields for Username and Password, a checkbox for "Remember username", and a link for "Forgotten your username or password?". Below the form are two buttons: "Login" and "Register". Two yellow arrows point to these buttons. The background of the page shows a cyclist in motion.

SPORT INTEGRITY AUSTRALIA

Play by the Rules
making sport inclusive, safe and fair.

A single platform for sport integrity education delivered by Sport Integrity Australia and Play By The Rules.

LOGIN OR REGISTER

SPORT INTEGRITY AUSTRALIA

Play by the Rules
making sport inclusive, safe and fair.

Username

Password

☐ Remember username [Forgotten your username or password?](#)

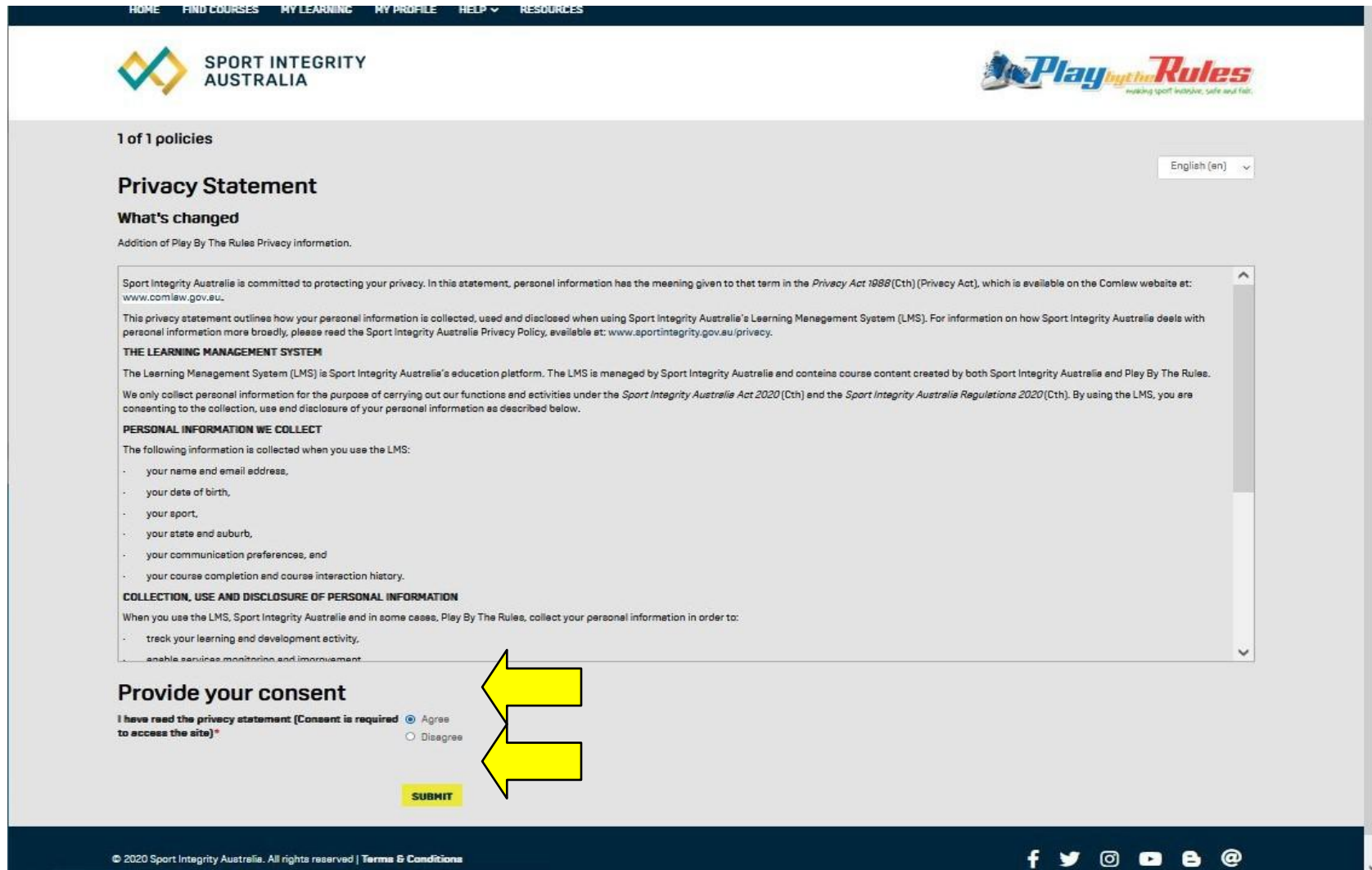
Login Register

DOING THE ONLINE CHILD PROTECTION COURSE

Step 3

Agree to provide consent to the Privacy Statement.

Click
"Agree"
then
"Submit"



The screenshot shows the 'Privacy Statement' page on the Sport Integrity Australia website. The page is titled '1 of 1 policies' and 'Privacy Statement'. It includes a 'What's changed' section stating 'Addition of Play By The Rules Privacy information.' The main content area contains the following text:

Sport Integrity Australia is committed to protecting your privacy. In this statement, personal information has the meaning given to that term in the *Privacy Act 1988* (Cth) (Privacy Act), which is available on the Comlaw website at: www.comlaw.gov.au.

This privacy statement outlines how your personal information is collected, used and disclosed when using Sport Integrity Australia's Learning Management System (LMS). For information on how Sport Integrity Australia deals with personal information more broadly, please read the Sport Integrity Australia Privacy Policy, available at: www.sportintegrity.gov.au/privacy.

THE LEARNING MANAGEMENT SYSTEM

The Learning Management System (LMS) is Sport Integrity Australia's education platform. The LMS is managed by Sport Integrity Australia and contains course content created by both Sport Integrity Australia and Play By The Rules.

We only collect personal information for the purpose of carrying out our functions and activities under the *Sport Integrity Australia Act 2020* (Cth) and the *Sport Integrity Australia Regulations 2020* (Cth). By using the LMS, you are consenting to the collection, use and disclosure of your personal information as described below.

PERSONAL INFORMATION WE COLLECT

The following information is collected when you use the LMS:

- your name and email address,
- your date of birth,
- your sport,
- your state and suburb,
- your communication preferences, and
- your course completion and course interaction history.

COLLECTION, USE AND DISCLOSURE OF PERSONAL INFORMATION

When you use the LMS, Sport Integrity Australia and in some cases, Play By The Rules, collect your personal information in order to:

- track your learning and development activity,
- enable services monitoring and improvement.

Provide your consent

I have read the privacy statement [Consent is required to access the site)* ☒ Agree ☐ Disagree

SUBMIT

Two large yellow arrows point to the 'Agree' radio button and the 'SUBMIT' button.

At the bottom of the page, there is a footer with the text: © 2020 Sport Integrity Australia. All rights reserved | [Terms & Conditions](#). Social media icons for Facebook, Twitter, Instagram, YouTube, Email, and a generic icon are also present.

Qld Sub Districts Cricket Association Inc

DOING THE ONLINE CHILD PROTECTION COURSE

Step 4

Enter New Account details.

Tick **"I am not a robot"** then click **"Create My Account"**

TIP

Write down your Account name (an email address) and Password.

You will need them again.

New account

There are required fields in this form marked *

If you don't already have a Sport Integrity Australia or Play By The Rules account, you will need your own email address to register.

I WOULD PREFER TO REGISTER AS PLAY BY THE RULES. **I HAVE AN ACCOUNT ALREADY. LOG IN HERE.** **I THINK I HAVE AN ACCOUNT. RESET MY PASSWORD.**

▼ Enter email address and password

Email address

The password must have at least 6 characters, at least 1 digit(s)

Password [Unmask](#)

▼ More details

First name

Surname

City/town

Country

Mobile phone

▼ Sport Integrity Australia fields (Required)

Basic Category

Date of Birth

Gender

State

Sport

Level of Involvement

Security question ☐ I'm not a robot 

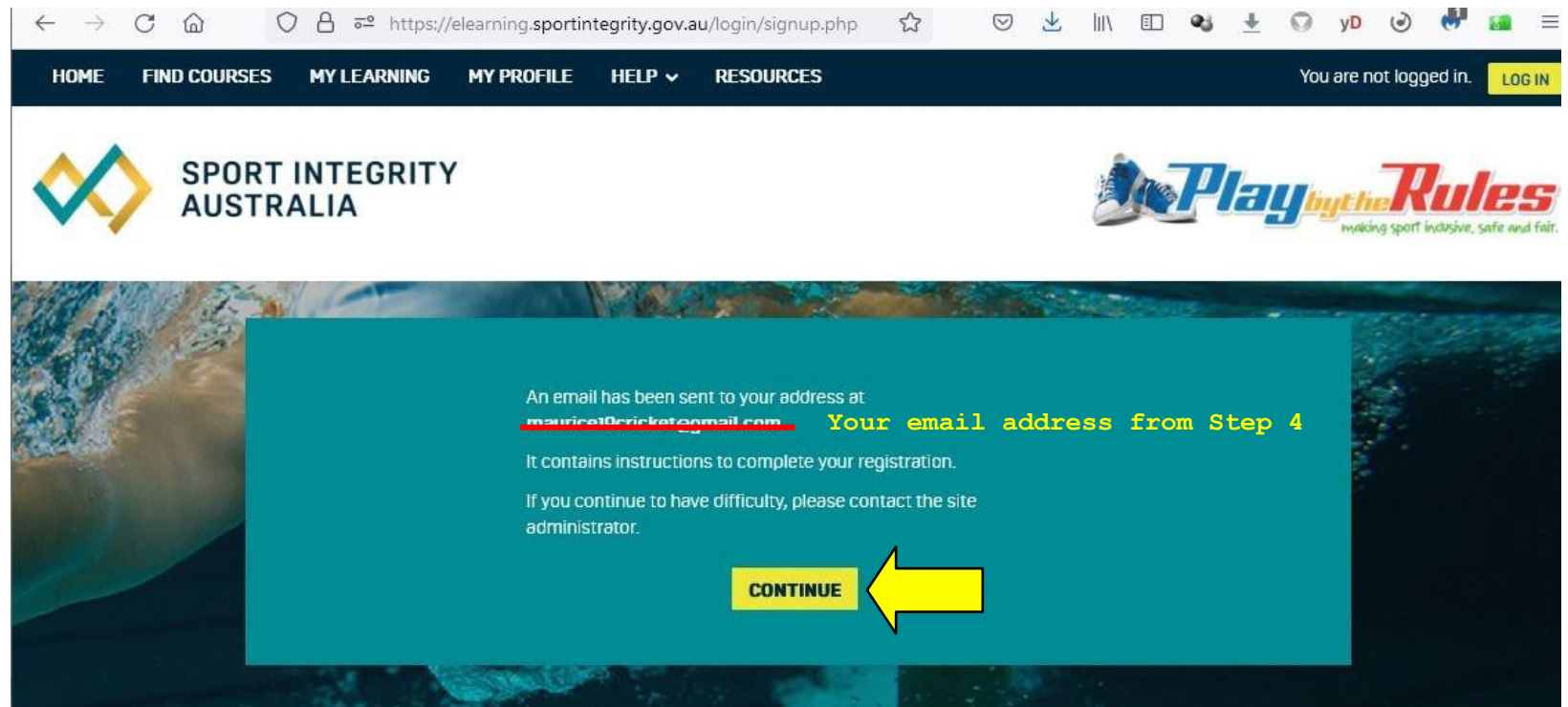
CREATE MY NEW ACCOUNT **CANCEL**

DOING THE ONLINE CHILD PROTECTION COURSE

Step 5

If it went ok
you should
get this
message.

Click
"Continue"



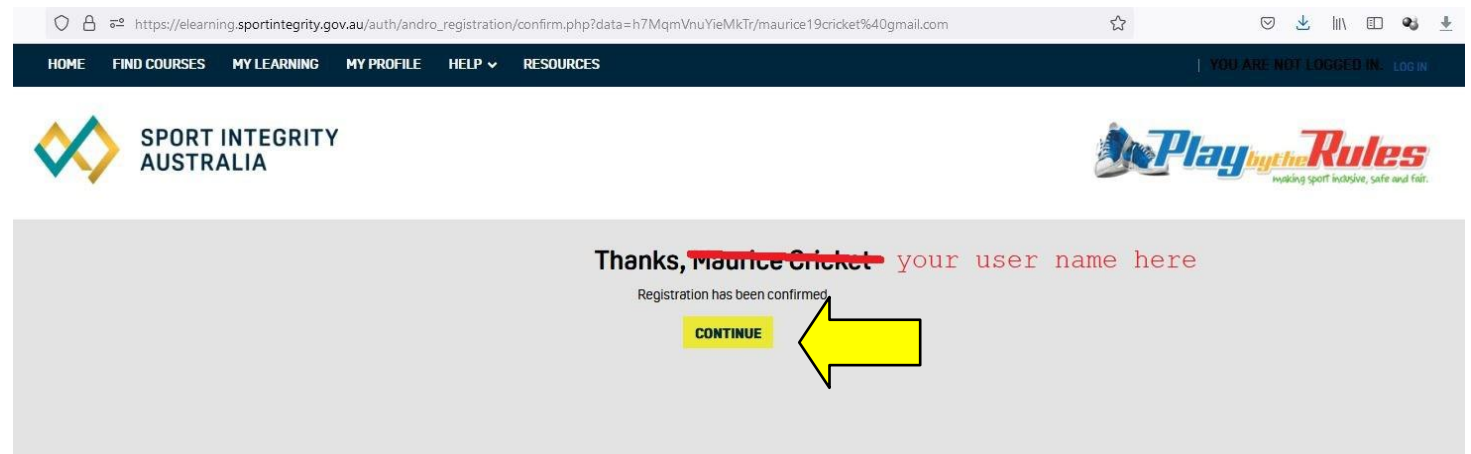
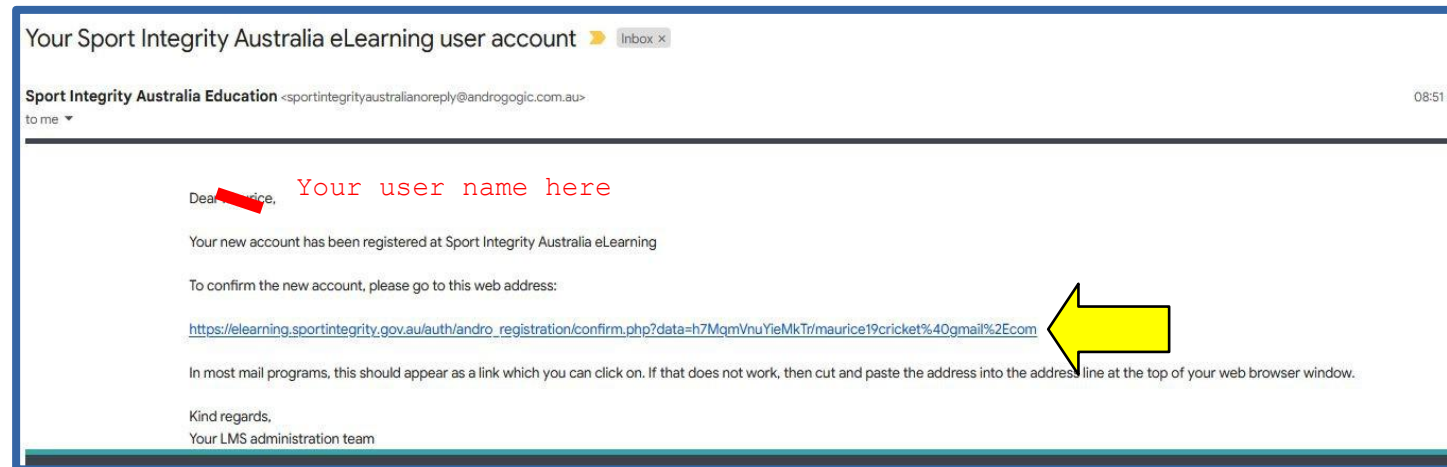
Qld Sub Districts Cricket Association Inc

DOING THE ONLINE CHILD PROTECTION COURSE

Step 6

Go to your email service and find the email, click on the link shown.

If it went ok you should get a message like this. Click "Continue"



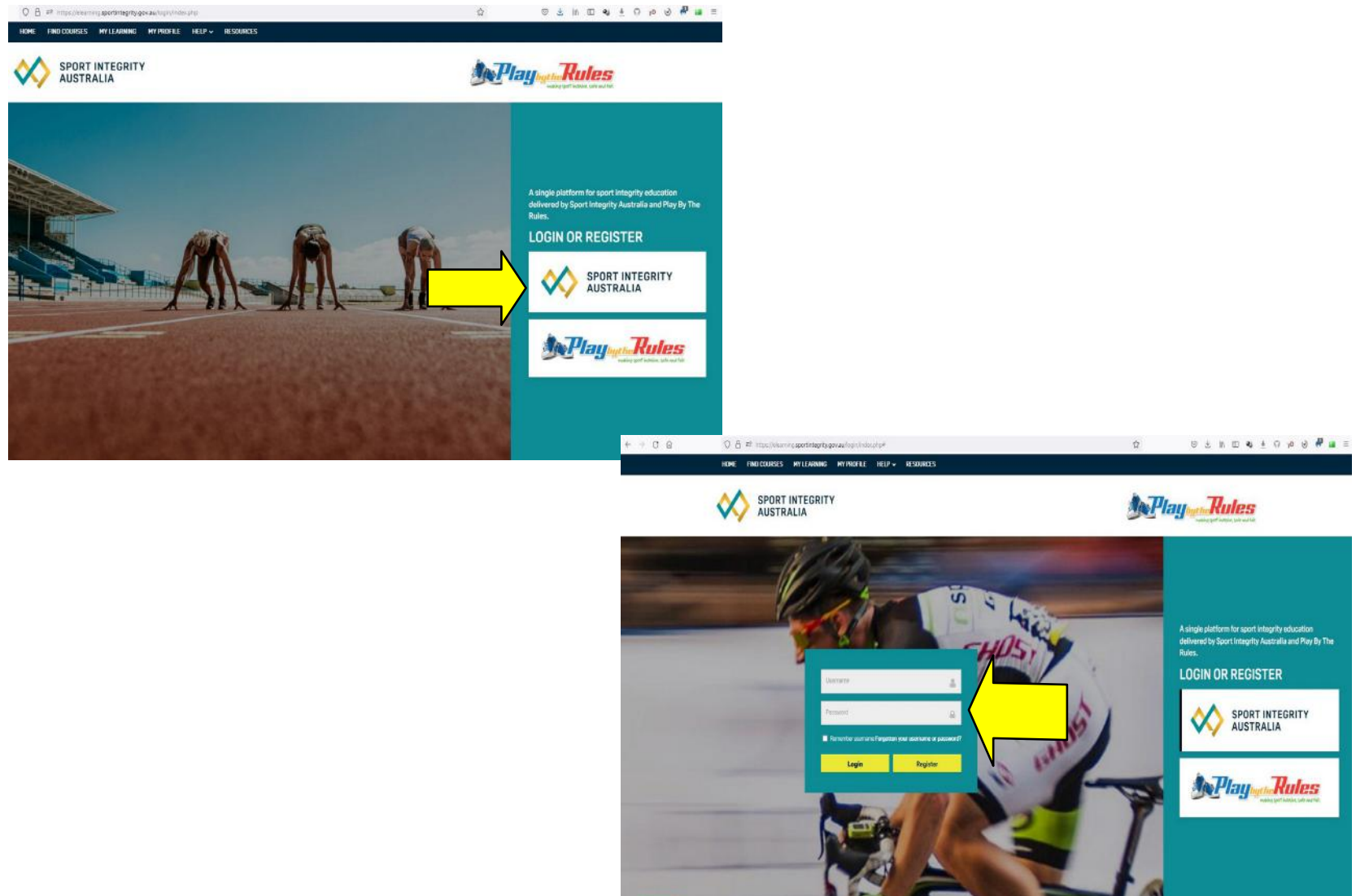
Qld Sub Districts Cricket Association Inc

DOING THE ONLINE CHILD PROTECTION COURSE

Step 7

Login using your Account name (an email address) and password.

Use the exact email and password you registered with.
See Step 4.

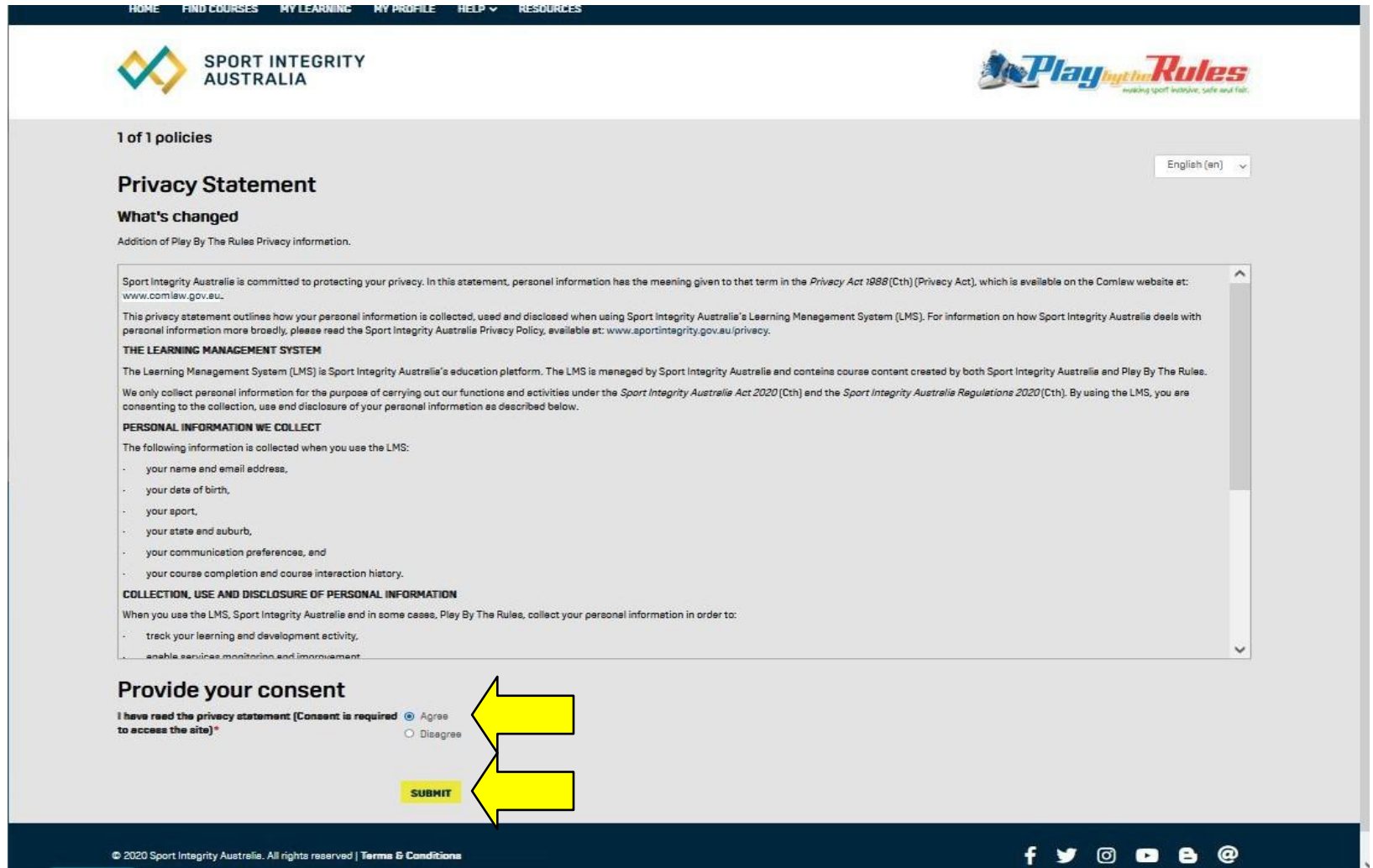


DOING THE ONLINE CHILD PROTECTION COURSE

Step 8

Agree to
provide
consent to
the Privacy
Statement.

Click
“**Agree**” then
“**Submit**”



1 of 1 policies

Privacy Statement

What's changed
Addition of Play By The Rules Privacy information.

English (en) ▼

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COLLECTION, USE AND DISCLOSURE OF PERSONAL INFORMATION

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- track your learning and development activity,
- enable service monitoring and improvement.

Provide your consent

I have read the privacy statement (Consent is required to access the site) *

☒ Agree ☐ Disagree

SUBMIT

© 2020 Sport Integrity Australia. All rights reserved | [Terms & Conditions](#)

f t i y e @

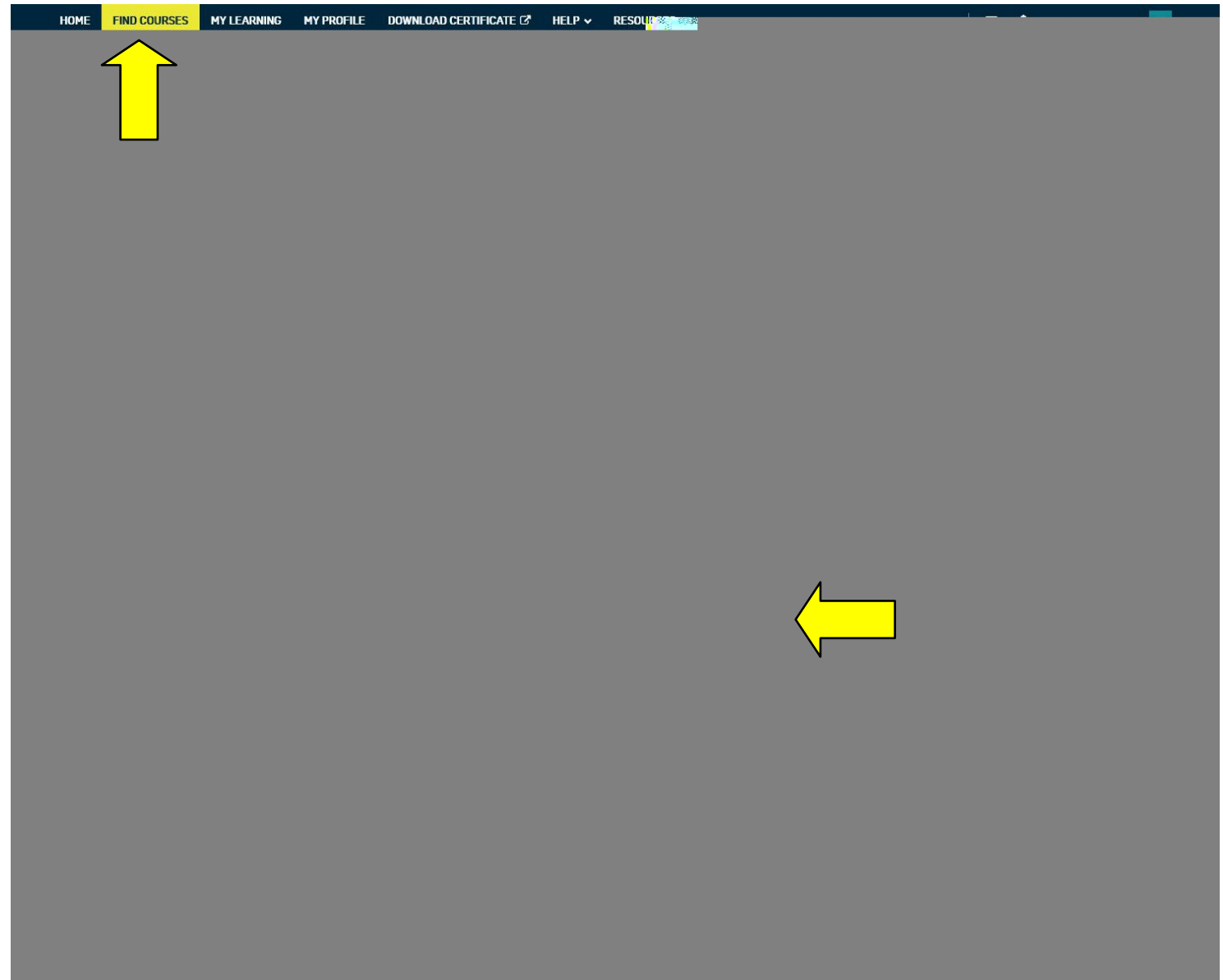
DOING THE ONLINE CHILD PROTECTION COURSE

Step 9

This is the
"Dashboard".

Click the
"FIND COURSES"
tab.


Select the
"PBTR – Child
Protection and
Safeguarding"
course.




DOING THE ONLINE CHILD PROTECTION COURSE


Step 10

Click “Enrol”

 **SPORT INTEGRITY AUSTRALIA**


 **Play by the Rules**
making sport inclusive, safe and fair

Search by Name or Description **SEARCH** **CLEAR**




Anti-Doping Fundamentals Course (formerly Level 1)

Comprehensive anti-doping education designed for all athletes and support personnel participating in competitive sport.




Child Safeguarding in Sport Induction

The Child Safeguarding in Sport Induction course is for any person and any organisation who is bound by the Child Safeguarding policy. The course provides the foundation knowledge and education required to



PBTR - Child Protection and Safeguarding

The PBTR Child Protection and Safeguarding course is designed to help users: Recognise the Child Safe Standards and find relevant Child Protection Legislation; Identify your role

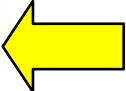


National Integrity Framework

This course provides sport administrators with background on Sport Integrity Australia, the development of the National Integrity Framework, and why it was developed including an overview of each Policy.

PBTR - Child Protection and Safeguarding ×

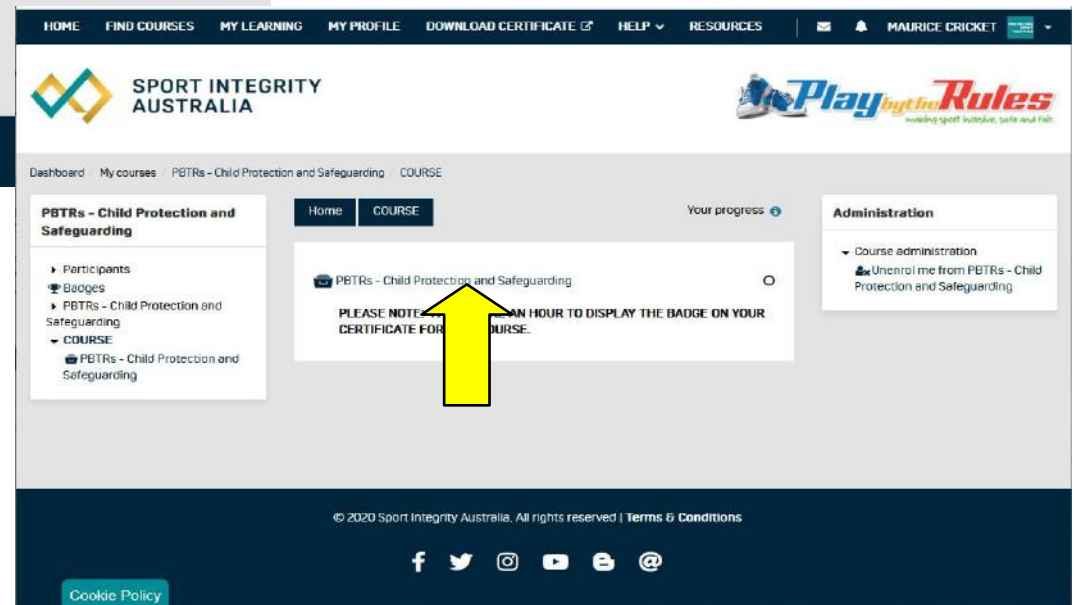
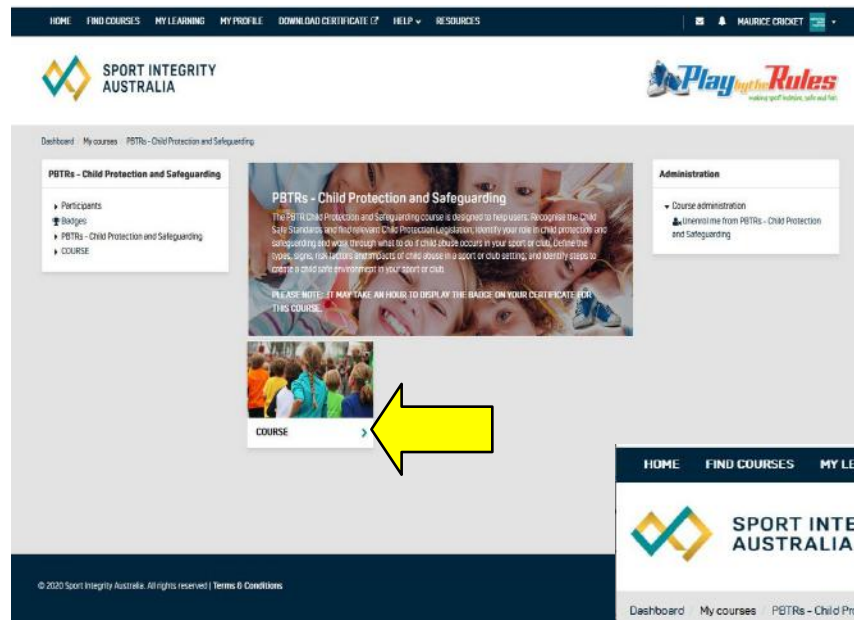
The PBTR Child Protection and Safeguarding course is designed to help users: Recognise the Child Safe Standards and find relevant Child Protection Legislation; Identify your role in child protection and safeguarding and work through what to do if child abuse occurs in your sport or club; Define the types, signs, risk factors and impacts of child abuse in a sport or club setting; and Identify steps to create a child safe environment in your sport or club.

Enrol 

DOING THE ONLINE CHILD PROTECTION COURSE

Step 11

Click
"Course"
then
"Course
name"
when you're
ready to
begin.



DOING THE ONLINE CHILD PROTECTION COURSE

Step 12

This is the start of the course content.

Work your way down the page – answer all the questions, write responses etc.



INTRODUCTION

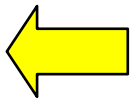
Safe and enjoyable sport and recreation experiences are the right of every Australian child. The health and wellbeing of children is everyone's responsibility. This is achieved through understanding and applying child safe policies, procedures and guidelines as well as legislation. It takes individual and organisational commitment to build a child safe environment. By participating in this course, you will be better equipped to play your role in keeping children safe in sport.

DOING THE ONLINE CHILD PROTECTION COURSE

Step 12a

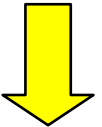
HINT:

The Child Protection policy used by QSDCA is found here:
<https://qsdca.com.au/12-safeguarding-children-and-young-people/>



TIP:

Some email services display active links in text only as a safety/security precaution. You may need to block the text, copy and paste into your web browser's address bar.



TIP:

How to Copy and Paste in Windows (Mac, iOS and Android are gonna be different)

- Click the mouse to place a cursor at the start of the text.
- Hold shift key and press arrows till the entire section of text is highlighted as shown in the picture.
- Then hold down Ctrl, type a 'c'.
- Open a browser (Internet explorer, Firefox, Chrome etc).
- Click to place a cursor in the address bar.
- Highlight the existing address (in the way as four steps above)
- Then hold down Ctrl and type 'v'.
- When the address has changed press "Enter"









DOING THE ONLINE CHILD PROTECTION COURSE

Step 13

This is the end of the course.
If there are any incomplete parts there will be a message as shown here.

Click arrow to go to the Quiz.




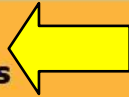


Case study 1 — Who's your Facebook friend?
An athletics club has its own Facebook page, and most of the kids in the club are members. A young male coach of the U14 squad tells his players that he wants them to become friends with him on Facebook because it's easier that way for him to send them information.

Case study 2 — Give me five laps!
A rugby club is desperate for coaches. One father, who has never played rugby before, reluctantly agrees to coach. The club gives him a half-day workshop on the rules and tactics of the game, and provides him with links to a variety of websites with training drills and other rugby coaching information.


Case study 3 — Too tough, or not tough enough?
The parents of two girls at a swimming club complain about the abusive way the girls' coach yells at the team at every practice.

To continue to the Knowledge Check complete the 'What Would You Do' Scenarios



1 of 2

Knowledge Check



DOING THE ONLINE CHILD PROTECTION COURSE

Step 14

This is the the
“Knowledge
Check” (or
exam).

There are 10
multiple choice
questions.

If you fail you
will get 4 more
chances.



FINAL QUIZ

This is the final assessment for the Child Protection and Safeguarding module.

You will need to achieve an 80% pass mark to complete this module.

Answer each question. If you do not reach the 80% pass mark you will be asked to retake the assessment for the questions that were marked as incorrect only.

DOING THE ONLINE CHILD PROTECTION COURSE

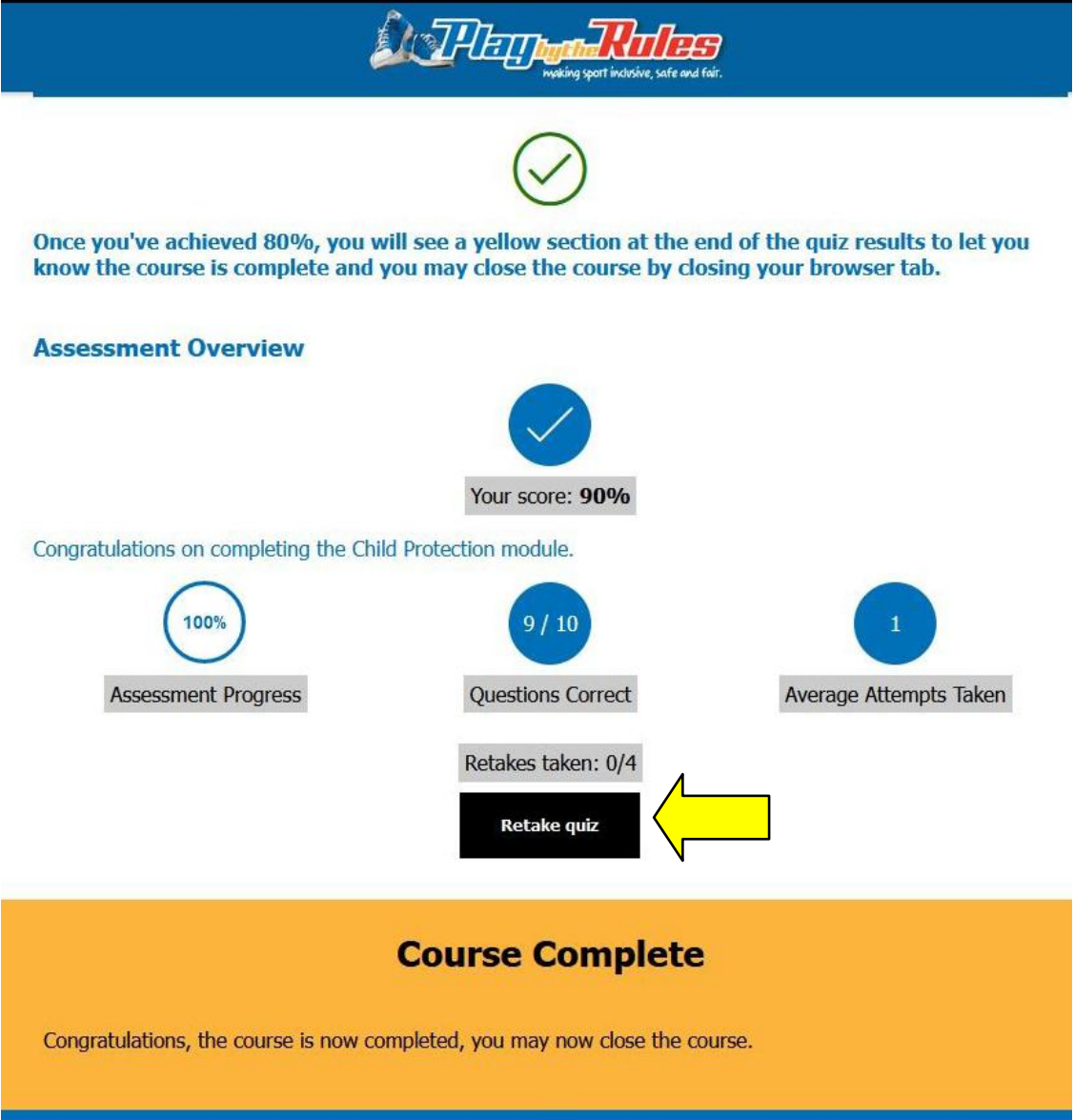
Step 15

This is the end of the quiz.

If you passed this page will tell you here.

Retake the quiz if needed.

Otherwise return to Dashboard
<https://elearning.sportintegrity.gov.au/course>



The screenshot shows the 'Play by the Rules' logo at the top, with the tagline 'making sport inclusive, safe and fair.' Below the logo is a green checkmark icon. The text reads: 'Once you've achieved 80%, you will see a yellow section at the end of the quiz results to let you know the course is complete and you may close the course by closing your browser tab.'

The 'Assessment Overview' section displays the following statistics:

- Assessment Progress: 100%
- Questions Correct: 9 / 10
- Average Attempts Taken: 1
- Retakes taken: 0/4

A yellow arrow points to the 'Retake quiz' button.

The 'Course Complete' section is highlighted in yellow and contains the text: 'Congratulations, the course is now completed, you may now close the course.'

DOING THE ONLINE CHILD PROTECTION COURSE

Step 16

At the **Dashboard**, Progress is indicated by a tick (circled).

The completion certificate can be downloaded **when ready** by clicking the "**Download Certificate**" tab.

The screenshot displays the Sport Integrity Australia dashboard. The top navigation bar includes links for HOME, FIND COURSES, MY LEARNING, MY PROFILE, DOWNLOAD CERTIFICATE (highlighted with a yellow arrow), HELP, and RESOURCES. The main header features the Sport Integrity Australia logo and the 'Play by the Rules' logo. The breadcrumb trail reads: Dashboard > My courses > PBTRs - Child Protection and Safeguarding > COURSE. The left sidebar lists 'PBTRs - Child Protection and Safeguarding' with sub-items: Participants, Badges, PBTRs - Child Protection and Safeguarding, and COURSE (selected). The main content area has tabs for 'Home' and 'COURSE' (selected). A yellow circle highlights the 'Your progress' indicator, which shows a tick mark. Below this, a message states: 'PLEASE NOTE: IT MAY TAKE AN HOUR TO DISPLAY THE BADGE ON YOUR CERTIFICATE FOR THIS COURSE.' The right sidebar contains an 'Administration' section with a link to 'Unenrol me from PBTRs - Child Protection and Safeguarding'. The footer includes copyright information for 2020 Sport Integrity Australia and social media icons.

DOING THE ONLINE CHILD PROTECTION COURSE

Step 17

When Certificate is ready, click
"Download Certificate."

Save the file on your hard drive somewhere then attach and email to secretary@qsdca.com.au

Log out and you're done.

The screenshot shows the 'My Badges' section of the Sport Integrity Australia website. The navigation bar at the top includes links for HOME, FIND COURSES, MY LEARNING, MY PROFILE, DOWNLOAD CERTIFICATE (highlighted in yellow), HELP, and RESOURCES. The main content area features the Sport Integrity Australia logo and the 'Play by the Rules' logo. Below the logos, there is a 'My Badges' section with a 'Sort badges' dropdown menu set to 'Alphabetically' and a 'Show expired badges' checkbox. Two yellow buttons, 'VIEW MY BADGES' and 'DOWNLOAD CERTIFICATE', are visible. A large yellow arrow points to the 'DOWNLOAD CERTIFICATE' button. Below the buttons, there is a badge for 'PBTRs - Child Protection and Safeguarding 2022 - expires 2 years from issue date' with an expiration date of '28 August 2022'. The footer contains copyright information for 2020 Sport Integrity Australia and social media icons for Facebook, Twitter, Instagram, YouTube, and LinkedIn.